HGAWSPED SPED report

JobAid #	0002
Version #	1.0
Release Date	10/18/2019
Created By	Tracie B Jones
High Level Business Objective	To assist the campus with identifying employees with a SPED Date within the selected range

Revision Release Date	Brief Description of Revision(s)	Updated By

HGAWSPED SPED report

Name of Report: HGAWSPEDv1.fex

Purpose of Report: This report will help identify employees with a stability period end date (SPED) in the date range selected to determine eligibility.

Parameters:

1. SPED Begin Month - REQUIRED (Ex 01 = Jan, 02 = Feb, 03 = March, etc),

2. SPED End Month - NOT REQUIRED, (If you leave blank, it will just use the last day of the month from your selected SPED Begin Month) Ex. Sped Month selected = 01 (Jan), it will automatically use Jan 31 2019 as the end date. If you select 01 for the end month, it will still use Jan 31 as the end date. If you choose 02, the date range becomes January thru the end of February, and so on.

3. Year of SPED date – REQUIRED (Default is 2019)

Banner Table/Views: SPRIDEN, PEBEMPL, PTRECLS, PWBBEAD, NBRJOBS

Sort Order

Selection Criteria: The report pulls all employees with a SPED date that falls within the begin and end month selected. It will display each active job per position number where the effective date is less than the End Month selected.

Sample Report:

The report output is the Banner ID, Name, Position #, BCAT, E-Class, Employment Status, Appointment Period, SPED Date, Adjusted Service Date, Hire Date, Job Effective Date, Last Work Date, Benefits Term Date

ID	NAME	POSITION #	BCAT	Class	Employee Status	Appt Period	SPED Date	Adj Service Date	Current Hire Date	Job Eff Date	Last Work Date	Benefits Term Date
xxxxxxxxx	Last, First, MI	GA0046	XA	GR	A		10/31/2019	04/01/2019	04/01/2019	07/01/2019		
xxxxxxxxx	Smith, Colleen H	UGAA51	XA	UG	A		07/31/2019	05/13/2019	05/13/2019	07/01/2019		
xxxxxxxxx	Zechman, Darlene	SHSA20	XA	SH	A		09/30/2019	10/11/2018	10/11/2018	07/01/2019		